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| SOP: SRS-SOP 202 Version No: 05 Effective Date: 03/15/2013 | Research Transporting and Shipping Biological Specimens | Supersedes Document Dated: 02/15/2013 |
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A. Internal Transport

- Laboratory specimens should be transported so that the integrity of the specimen and safety of the personnel and the transport system is maintained.
- Observe universal precautions and wear personal protective equipment (PPE) when handling and transporting specimens. Biohazard labels must be placed on all specimens.
- Do not transport specimens in a syringe or other container bearing a needle.
- Transport reusable sharps in a leak proof, puncture-resistant container.

B. Specimen Shipment

- Package specimens properly to protect them in transit as well as to protect the personnel handling them. Never mail a specimen in Petri plates. Never enclose dry ice in airtight (hermetically sealed) containers.
- Specimens shall be packed, packaged and labeled in full accordance with the Department of Transportation (DOT) and the International Air Transportation Association (IATA) requirements. All shipments originating from Durham VAMC Research & Development must comply with the Dangerous Goods Regulations (DGR).
- "Proper Shipment of Biological Materials" training is required by staff who package biological materials for land or air transport. Training must be renewed at least every two years.
- To receive training contact your Occupational Safety & Health Specialist, use CITI Program at www.citiprogram.org or the Duke module at <http://www.safety.duke.edu>.
- Packaging guidelines can be found at on the Duke OESO Safety website at <http://www.safety.duke.edu/LabSafety/Docs/Training%20Supplement%20Guide%20update.pdf> or as an attachment in the Research Laboratory Safety Manual.

References:

- The Centers for Disease Control and Prevention (CDC), the Department of Transportation (DOT), and the International Air Transport Association (IATA) dangerous goods guidelines

I have read the above information. _____
Principal Investigator (Signature) Principal Investigator (Print) Date

Listing of all staff that will package biological materials for land or air transport:

| NAME | DATE AND SOURCE OF TRAINING |
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Approved by: Sub-committee for Research Safety

Date: 03/15/2013